

August 17, 2020

Catherine Meloy
President/CEO
Goodwill of Greater Washington
1140 3rd Street NE
Washington, DC 20002

Dear Ms. Meloy:

Your organization's survey has been scheduled for **October 12, 2020 through October 13, 2020**, with the surveyors identified on the attached page.

In anticipation of your organization's survey, CARF requires that you display a notification of the survey event at least 30 days prior to the survey. CARF has prepared a survey poster, available in English, Spanish, and French. Go to <http://www.carf.org/poster> to download the appropriate version. The poster must be placed in areas that can be viewed easily by persons served and other stakeholders. If you have more than one location that is subject to the accreditation review, please download additional copies of this poster to display at these other sites. For more information regarding the purpose and use of feedback from this poster, please refer to the Accreditation Policies and Procedures section of the standards manual under the subsection that describes "Persons Served and the Survey Poster."

The survey poster will likely prompt people to ask what a CARF survey is about and why your organization is seeking accreditation. To help answer their questions, we have created a flyer to pass out. We have provided this information because at times people believe that CARF can settle concerns that do not fall under the scope of accreditation. Please go to <http://carf.org/consumer-card> to download these flyers in multiple languages. Please contact me if you need cards printed in braille.

If an organization requests a change in dates or otherwise cancels the survey after it has been scheduled, a cancellation/rescheduling fee, plus all related nonrefundable travel cancellation expenses, will be assessed. If you have any questions about the scheduling process, please contact me.

Next steps:

Your surveyor(s) will contact you approximately three weeks prior to the start of the survey to discuss the survey agenda. Should you need assistance prior to this, please contact your CARF resource specialist, Ronald Tran by email at rtran@carf.org or by phone at extension 7071.

We appreciate the opportunity to be of service to your organization. If you have any questions regarding the survey process, please contact CARF at any time.

Sincerely,

Kat Riegel
Scheduling Coordinator
Survey Services
888-281-6531, extension 7156

Kat Riegel
Attachments
Scheduling Coordinator
Survey Services
888-281-6531, extension 7156

The following surveyor(s) have been scheduled to survey your organization October 12, 2020 through October 13, 2020:

Michelle R. Howard-Herbein, MSW, DESS Administrative Surveyor, Team
Coordinator/Report Compiler
Summerhouse House
Houston, TX

Sharon Meixner, MEd, CRC, LSW, DESS Program Surveyor
Services for Independent Living, Inc.
Euclid, OH